

**BOARD OF COUNTY COMMISSIONERS**

**AGENDA ITEM SUMMARY**

Meeting Date: June 16, 17, 2004

Division: Public Works

Bulk Item: Yes X No     

Department: Facilities Maintenance J.K.

**AGENDA ITEM WORDING:** Approval to renew the contract with Synagro Southeast, Inc. for the operation and maintenance of the wastewater treatment plant located at the Marathon Government Center.

**ITEM BACKGROUND:** On August 31, 2004, the current contract with Synagro will expire. Staff recommends renewing the contract for the final one-year option to renew in accordance to Article 6B of the original contract dated May 15, 2002.

**PREVIOUS RELEVANT BOCC ACTION:** On May 15, 2002, the BOCC granted approval to award bid and enter into a contract with Synagro of Florida – Anti-Pollution, Inc. and on July 15, 2003 the BOCC approved the first of two options to renew the contract for a one-year period.

**CONTRACT/AGREEMENT CHANGES:** Contract name changes from Synagro of Florida – Anti-Pollution, Inc. to Synagro Southeast, Inc., and renewal to commence on September 1, 2004 and expire August 31, 2005. Contract fees remain the same.

**STAFF RECOMMENDATIONS:** Approval as stated above.

**TOTAL COST:** \$8,160 spec & maint  
\$45.00 per hour repairs – regular hours  
\$67.50 emergency calls – overtime  
\$Cost + 20% for materials  
\$Cost + 20% sludge removal

**BUDGETED:** Yes X No     

**COST TO COUNTY:** Same as above

**SOURCE OF FUNDS:** Ad Valorem

**REVENUE PRODUCING:** Yes      No X **AMOUNT PER MONTH**      **Year**     

**APPROVED BY:** County Atty X OMB/Purchasing X Risk Management X

**DIVISION DIRECTOR APPROVAL:**

  
Dent Pierce, Director Public Works

**DOCUMENTATION:** Included X To Follow      Not Required     

**DISPOSITION:**     

**AGENDA ITEM #** C28



*A Residuals Management Company*

May 13, 2004

Monroe County Public Works Division  
Facilities Maintenance Department  
Ann M. Riger, Contract Manager  
3583 S. Roosevelt Boulevard  
Key West, FL 33040

Re: Marathon Government Center

Dear Ann,

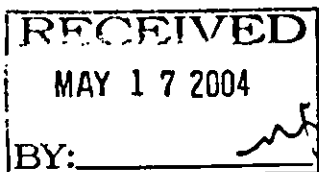
In accordance with article 6B of the original contract dated May 15, 2002, we at Synagro wish to renew the contract for the final option of a one-year period.

If you have any questions, please give me a call at (305) 289-2204.

Sincerely,

David Evans  
Senior Operations Manager

A large, stylized handwritten signature in black ink, likely belonging to David Evans.



**MONROE COUNTY BOARD OF COUNTY COMMISSIONERS**

## CONTRACT SUMMARY

Contract with: Synagro Southeast Contract #             
Effective Date: 09/01/04  
Expiration Date: 08/31/05

**Contract Purpose/Description:**  
To renew the contract for the operation and maintenance of the wastewater treatment plant at the Marathon Government Center.

Contract Manager: Ann Riger 4549 Facilities/Stop #4  
(Name) (Ext.) (Department/Stop #)

for BOCC meeting on 06/16/04 Agenda Deadline: 06/01/04

## CONTRACT COSTS

Total Dollar Value of Contract: \$ 15,000 App Current Year Portion: \$ 1,250.00  
 Budgeted? Yes ☒ No ☐ Account Codes: 001-20501-530-340-  
 Grant: \$ N/A \_\_\_\_\_  
 County Match: \$ N/A \_\_\_\_\_

### ADDITIONAL COSTS

**Estimated Ongoing Costs:** \$\_\_\_\_\_/yr  
(Not included in dollar value above)

**For:** \_\_\_\_\_  
(eg. maintenance, utilities, janitorial, salaries, etc.)

## CONTRACT REVIEW

|                   | Date In | Changes Needed  | Reviewer          | Date Out |
|-------------------|---------|---|-------------------|----------|
| Division Director | 5/27/04 | Yes <input type="checkbox"/> No <input type="checkbox"/>            | Chris Puri        | 6/1/04   |
| Risk Management   | 5/18/04 | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | Bill Graham       | 5/18/04  |
| O.M.B./Purchasing | 5/18/04 | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | Salvatore Grunell | 5/24/04  |
| County Attorney   | 5/24/04 | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | SBH               | 5/24/04  |

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## **RENEWAL AGREEMENT**

(Operation and Maintenance of the Sewage Treatment Plant at the Marathon Government Center)

THIS Renewal is made and entered into this 16<sup>th</sup> day of June, 2004, between MONROE COUNTY, FLORIDA and SYNAGRO SOUTHEAST, INC. WHEREAS, it is desired to renew the agreement between the parties dated May 15, 2002, and renewed on July 15<sup>th</sup>, 2003 (copies which are incorporated hereto by reference), NOW THEREFORE, the parties agree as follows:

1. Formally change the name of the contract to reflect corporate restructuring from Synagro of Florida, Anti-Pollution, Inc. to Synagro Southeast, Inc.
2. In accordance with Article 6B of the original Agreement dated May 15, 2002, the County wishes to exercise the final option to renew the Agreement for an additional one-year period.
3. The term of the renewed Agreement will commence on September 1, 2004 and will terminate on August 31, 2005.
4. In all other respects, the original agreement between the parties dated May 15, 2002 and as renewed on July 15, 2003, remains in full force and effect.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seal, the day and year first written above.

(Seal)

Attest: DANNY L. KOLHAGE, CLERK

BOARD OF COUNTY COMMISSIONERS  
OF MONROE COUNTY, FLORIDA

By: \_\_\_\_\_  
Deputy Clerk

By: \_\_\_\_\_

\_\_\_\_\_  
Witness

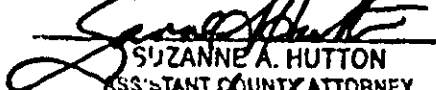
SYNAGRO SOUTHEAST, INC.

\_\_\_\_\_  
Witness

By: \_\_\_\_\_

\_\_\_\_\_  
Title

MONROE COUNTY ATTORNEY  
APPROVED AS TO FORM:

  
SUZANNE A. HUTTON  
ASSISTANT COUNTY ATTORNEY  
2014 5/24/04

## RENEWAL AGREEMENT

(Operation and Maintenance Sewage Treatment Plant at the Marathon Government Center)

THIS Renewal is made and entered into this 15<sup>th</sup> day of July, 2003, between MONROE COUNTY, FLORIDA and SYNAGRO OF FLORIDA - ANTI-POLLUTION, INC. in order to renew the agreement between the parties dated May 15, 2002 (a copy with is incorporated hereto by reference), as follows:

1. In accordance with Article 6 B of the original agreement dated May 15, 2002, the County wishes to exercise the option to renew the Agreement for the first of two one-year periods.
2. The term of the renewed agreement will commence on September 1, 2003 and terminate on August 31, 2004.
3. In all other respects, the original agreement between the parties dated May 15, 2002 remains in full force and effect.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seal, the day and year first written above.



Attest: DANNY L KOLHAGE, CLERK

By: [Signature]  
Deputy Clerk

[Signature]  
Witness

[Signature]  
Witness

BOARD OF COUNTY COMMISSIONERS  
OF MONROE COUNTY, FLORIDA

By: [Signature]

SYNAGRO OF FLORIDA-ANTI-POLLUTION, INC.

By: [Signature]

[Signature]  
Title

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

BY [Signature]  
SUZANNE A. TUTTON

6/23/03

## **CONTRACT**

THIS AGREEMENT, made and entered into this 15<sup>TH</sup> day of May, 2002, A.D., by and between MONROE COUNTY, FLORIDA, (hereinafter sometimes call the "owner"), and Synagro of Florida - Anti-Pollution, Inc., (hereinafter called the "Contractor").

That the parties hereto, for the consideration hereinafter set forth, mutually agree as follow:

1. **THE CONTRACT**

The contract between the owner and the contractor, of which this agreement is a part, consists of the contract documents.

2. **THE CONTRACT DOCUMENTS**

The contract documents consist of this agreement, the specifications, all change orders, and any addenda issued hereafter, any other amendments hereto executed by the parties hereafter, together with the bid proposal and all required insurance documentation.

3. **SCOPE OF THE WORK**

The Contractor shall provide operation & maintenance, repairs, and all services to comply with DEP requirements, including all necessary supplies and equipment required in the performance of same, and perform all of the work described in the Contract Specifications entitled:

**Operation & Maintenance  
Sewage Treatment Plant  
Marathon Government Center  
Monroe County, City of Marathon, Florida**

And his bid dated March 27, 2002, each attached hereto and incorporated as part of this contract document. The specifications shall serve as minimum contract standards, and shall be the basis of inspection and acceptance of all the work.

4. **THE CONTRACT SUM**

The County shall pay to the Contractor for the faithful performance of said service on a per month in arrears basis on or before the 30<sup>th</sup> day of the following month in each of twelve (12) months. The Contractor shall invoice the County monthly for sewage treatment plant operation and maintenance performed under the Specifications contained herein. The Contract price (as stated in the Contractor's proposal) must be invoiced as follows:

- Monthly Operation and Maintenance Services \$680.00 \_\_\_\_\_ per month  
(as outlined in the contract specifications)
- Repairs (routine, prior approval required). Normal  
working hours of 8:00 a.m. to 5:00 p.m. Monday  
through Friday, beyond the \$500.00 limit \$45.00 \_\_\_\_\_ per hour
- Emergency service call. Overtime rate for hours

other than the normal working hours as stated above, including weekends and holidays

\$2.50 per hour

- Handling fee for parts required for operation, maintenance, repairs, and emergency service

Cost + 20 %

- Sludge removal (beyond four per year required as regular maintenance)

Cost + 20 %

## 5. CONTRACTOR'S ACCEPTANCE OF CONDITIONS

- A. The Contractor hereby agrees that he has carefully examined the site and has made investigations to fully satisfy himself that such site is correct and a suitable one for this work and he assumes full responsibility therefore. The provisions of the Contract shall control any inconsistent provisions contained in the specifications. All specifications have been read and carefully considered by the Contractor, who understands the same and agrees to their sufficiency for the work to be done. Under no circumstances, conditions, or situations shall this Contract be more strongly construed against the Owner than against the Contractor.
- B. Any ambiguity or uncertainty in the specifications shall be interpreted and construed by the Owner, and his decision shall be final and binding upon all parties.
- C. The passing, approval, and/or acceptance by the Owner of any of the services furnished by the Contractor shall not operate as a waiver by the Owner of strict compliance with the terms of this Contract, and specifications covering the services. Failure on the part of the Contractor, immediately after Notice to Correct shall entitle the Owner, if it sees fit, to correct the same and recover the reasonable cost of such replacement and/or repair from the Contractor, who shall in any event be jointly and severally liable to the Owner for all damage, loss, and expense caused to the Owner by reason of the Contractor's breach of this Contract and/or his failure to comply strictly and in all things with this Contract and with the specifications.

## 6. TERM OF CONTRACT/RENEWAL

- A. This contract shall be for a period of one (1) year, commencing 09/01/02 and terminating 08/31/03 .
- B. The Owner shall have the option to renew this agreement after the first year, and each succeeding year, for two additional one year periods. The Contract amount agreed to herein might be adjusted annually in accordance with the percentage change in the Consumer Price Index for all urban consumers (CPI-U) for the most recent twelve (12) months available.

## 7. HOLD HARMLESS

The Contractor covenants and agrees to indemnify and hold harmless Monroe County Board of County Commissioners from any and all claims for bodily injury (including

death), personal injury, and property damage (including property owned by Monroe County) and any oil losses, damages, and expenses (including attorney's fees) which arise out of, in connection with, or by reason of services provided by the Contractor or any of its Subcontractor(s) in any tier, occasioned by the negligence, errors, or other wrongful act of omission of the Contractor or its Subcontractors in any tier, their employees, or agents.

In the event the completion of the project (to include the work of others) is delayed or suspended as a result of the Contractor's failure to purchase or maintain the required insurance, the Contractor shall indemnify the County from any and all increased expenses resulting from such delay.

The first ten dollars (\$10.00) of remuneration paid to the Contractor is for the indemnification provided for above.

The extent of liability is in no way limited to, reduced, or lessened by the insurance requirements contained elsewhere within this agreement.

#### 8. INDEPENDENT CONTRACTOR

At all times and for all purposes under this agreement the Contractor is an independent contractor and not an employee of the Board of County Commissioners for Monroe County. No statement contained in this agreement shall be construed so as to find the contractor or any of his/her employees, contractors, servants, or agents to be employees of the Board of County Commissioners for Monroe County.

#### 9. ASSURANCE AGAINST DISCRIMINATION

The Contractor shall not discriminate against any person on the basis of race, creed, color, national origin, sex, age, or any other characteristic or aspect which is not job related, in its recruiting, hiring, promoting, terminating, or any other area affecting employment under this agreement or with the provision of services or goods under this agreement.

#### 10. ASSIGNMENT/SUBCONTRACT

The Contractor shall not assign or subcontract its obligations under this agreement, except in writing and with the prior written approval of the Board of County Commissioners for Monroe County and Contractor, which approval shall be subject to such conditions and provisions as the Board may deem necessary. This paragraph shall be incorporated by reference into any assignment or subcontract and any assignee or subcontractor shall comply with all of the provisions of this agreement. Unless expressly provided for therein, such approval shall in no manner or event be deemed to impose any obligation upon the board in addition to the total agreed-upon price of the services/goods of the contractor.

#### 11. COMPLIANCE WITH LAW

In providing all services/goods pursuant to this agreement, the contractor shall abide by all statutes, ordinances, rules and regulation pertaining to, or regulating the provisions of, such services, including those now in effect and hereinafter adopted. Any violation of

said statutes, ordinances, rules and regulations shall constitute a material breach of this agreement and shall file the Board to terminate this contract immediately upon delivery of written notice of termination to the contractor. The contractor shall possess proper licenses to perform work in accordance with these specifications throughout the term of this contract.

**12. INSURANCE**

Prior to execution of this agreement, the contractor shall furnish the Owner Certificates of Insurance indicating the minimum coverage limitations as indicated by an "X" on the attached forms identified as INSCKLST 1-5, as further detailed on forms WC1, GL1, ED1, and VL1, each attached hereto and incorporated as part of this contract document, and all other requirements found to be in the best interest of Monroe County as may be imposed by the Monroe County Risk Management Department.

**13. FUNDING AVAILABILITY**

In the event that funds from Facilities Maintenance Contractual Services are partially reduced or cannot be obtained or cannot be continued at level sufficient to allow for the purchase of the services/goods specified herein, this agreement may then be terminated immediately at the option of the Board of County Commissioners by written notice of termination delivered in person or by mail to the contractor. The Board shall not be obligated to pay for any services provided by the contractor after the contractor has received written notice of termination.

**14. PROFESSIONAL RESPONSIBILITY**

The Contractor warrants that it is authorized by law to engage in the performance of the activities encompassed by the project herein described, subject to the terms and conditions set forth in these contract documents. The provider shall at all times exercise independent, professional judgment and shall assume professional responsibility for the services to be provided. Continued funding by the Owner is contingent upon retention of appropriate local, state, and/or federal certification and/or licensure of contractor.

**15. NOTICE REQUIREMENT**

Any notice required or permitted under this agreement shall be in writing and hand delivered or mailed, postage prepaid, to the other party by certified mail, returned receipt requested, to the following:

**FOR COUNTY**  
Monroe County Facilities Maintenance  
3583 S. Roosevelt Blvd.  
Key West, FL 33040

**FOR CONTRACTOR**  
Synagro of Florida - Anti-  
Pollution, Inc.  
89111 Overseas Highway  
Tavernier, FL 33070

**16. CANCELLATION**

- A) The County may cancel this contract for cause with seven (7) days notice to the contractor. Cause shall constitute a breach of the obligations of the Contractor to perform the services enumerated as the Contractor's obligations under this contract.
- B) Either of the parties hereto may cancel this agreement without cause by giving the other party sixty (60) days written notice of its intention to do so.

17. **GOVERNING LAWS**

This Agreement is governed by the laws of the State of Florida. Venue for any litigation arising under this Agreement must be in Monroe County, Florida. In the event of any litigation, the prevailing party is entitled to attorney's fees and costs.

18. **CONTINGENCY STATEMENT**

Monroe County's performance and obligation to pay under this contract is contingent upon an annual appropriation by the Monroe County Board of County Commissioners.

IN WITNESS WHEREOF the parties hereto have executed this Agreement on the day and date first written above in four (4) counterparts, each of which shall, without proof or accounting for the other counterparts, be deemed an original contract.



Attest: **DANNY L. KOLHAGE, CLERK**

By: *James H. Henshaw*

Deputy Clerk

Date: May 15, 2002

**BOARD OF COUNTY COMMISSIONERS  
OF MONROE COUNTY, FLORIDA**

By: *[Signature]*

Mayor/Chairman

(SEAL)

Attest:

By: *Nancy Johnson*  
WITNESS

Title: Admin. Asst.

**CONTRACTOR**

Synagro of Florida - Anti-Pollution, Inc.

By: *[Signature]*

Title: OPERATIONS DIRECTOR

By: *[Signature]*

WITNESS

Title: Admin. Asst.

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY  
BY: *[Signature]*  
ROBERT N. WOLFE  
DATE 6-2-02